

~~CONFIDENTIAL~~

3 October 1951

MEMORANDUM FOR: Assistant Director/Office of Policy Coordination
FROM: Executive Secretary/Career Service Committee
SUBJECT: Career Service Working Groups
REFERENCE: Memo from General Davison entitled, "Career Service Committee" 28 September 1951

1. At its meeting on 1 October the Career Service Committee decided to setup five working groups referred to in paragraph 3 of reference. These working groups will be concerned with the following subjects:

- a. Trainee
- b. Employee Rating
- c. Rotation
- d. Career Benefits
- e. Extension Training

2. The Committee also decided to invite the Office of Policy Coordination to participate in the working groups on Employee Rating and Rotation (b and c above).

3. It would be appreciated if OPC would nominate a representative to take part in each of these two working groups and inform the undersigned prior to Monday, 8 October.

For the Career Service Committee


Executive Secretary

25X1A9a

Dist:
142 Addressee
3 General Davison

~~CONFIDENTIAL~~